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Controlled materials plan

Washington

1942

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WASHINGTON, D. C.

CONTROLLED MATERIALS PLAN

NOVEMBER 2, 1942

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SUMMARY

Under the Controlled Materials Plan, which is described within, the War Production Board will bring about the adjustment of production programs to conform to materials supply and allot certain materials to different government agencies representing all military and essential civilian requirements. These agencies will subdivide their allotments of materials among their prime contractors or other manufacturers of products for which they are responsible. The manufacturers receiving these allotments will, in turn, subdivide them among their subcontractors, and they will again subdivide among their suppliers, and so on until all manufacturers have received their appropriate shares. Each manufacturer receiving an authorized order or authorized delivery schedule for his product will receive an allotment of the materials which he and his subcontractors must buy in order to fill the order. Such allotments are obtained by manufacturers from the government agencies to which products are sold or from the appropriate Industry Branch of WPB for certain classes of products as listed in the Plan.

The "Controlled Materials" which will initially be allotted under the Plan are Steel, Copper, and Aluminum.

The "Claimant Agencies" to which the initial allotments will be made are the Army, Navy, Maritime Commission, Aircraft Scheduling Unit, Office of Lend-Lease Administration, Board of Economic Warfare, and Office of Civilian Supply.

The Requirements Committee of the War Production Board is to make the initial allotments to Claimant Agencies by February 1, 1943, covering deliveries of materials to industry for the second quarter of 1943.

When the Plan is fully in effect, the mills producing Controlled Materials will not be allowed to fill any orders except against allotments made under the Plan. During the transition period (until July 1, 1943), the preference rating system will take care of those manufacturers who do not receive their allotments in time, but allotments for a given month will be filled ahead of other orders bearing preference ratings. Preference ratings will also govern materials other than Controlled Materials and resolve conflicts in the production and delivery of manufactured items.

Separate provisions for Construction and Repair and Maintenance are set forth in the Plan.

The proposed improvements in control must come through a carefully developed transition from existing methods. The new Plan is designed with this necessity in mind. The transition will be accomplished by gradually substituting the new Plan for the present controls in an orderly manner and without disruption of production. The details of how this transition will be accomplished are covered more fully in Section 23 of the Plan.

The Plan will be supplemented by detailed regulations and instructions to be announced at a later date.

(II)

CONTROLLED MATERIALS PLAN

DEFINITIONS

1. **Controlled Material:** carbon steel, alloy steel, copper, aluminum and such other materials as may be prescribed from time to time, in each case only in the forms and shapes indicated in the CMP Materials List attached hereto, or as otherwise ordered by the Vice Chairman on Program Determination.
2. **CMP Materials:** the materials on the list attached hereto in Exhibit 1. The list includes controlled materials and other materials for inclusion in bills of materials and inventory reports.
3. **Bill of Materials:** with respect to any item, a statement of the amounts of materials required for physical incorporation in the production of a given product, including the portion of such materials consumed or converted into scrap in the course of processing. Detailed rules as to the methods of preparing bills of materials are included in Exhibit 1.
4. **Vice Chairman:** the Vice Chairman on Program Determination of the War Production Board, who is the Chairman of the Requirements Committee.
5. **Controlled Materials Branch:** the Branch or Division of the War Production Board which is charged with supervision over the production and distribution of any controlled material. References to decisions or actions of a Controlled Materials Branch mean decisions or actions by the Chief of the Branch.
6. **Industry Branch:** the Branch, Division, Bureau, or other unit of the War Production Board which is charged with supervision of production by an industry and the distribution of its products. The term also includes any other Government agency which, by arrangement with the War Production Board, may perform similar functions with respect to a particular industry.
7. **Claimant Agency:** those Government agencies listed in Section 2, and such others as may from time to time be designated by order of the Vice Chairman.
8. **Office:** when used with respect to a Claimant Agency, any branch, bureau, supply arm, department, service or other unit which (a) is an integral part of the Agency's organization, (b) is subject to its direct control, or (c) is represented by it on the Requirements Committee.
9. **Requirements Committee:** the Requirements Committee of the War Production Board, which includes a representative of the State Department and a representative of each of the Claimant Agencies and passes upon the major divisions of materials for prosecution of the war. References to decisions or actions of the Committee mean decisions or actions by the Vice Chairman.
10. **Requirements:** a statement of the amount of material called for by a program or group of programs, including the portion of such material consumed or converted into scrap in the course of processing.
11. **Allotment:** (a) a determination by the Requirements Committee of the amount of controlled materials which a Claimant Agency may receive during a specified period, or (b) a further determination pursuant thereto by a Claimant Agency, prime consumer or secondary consumer as to the portion of its allotment of controlled materials which may be received by one of its prime consumers or secondary consumers, as the case may be.
12. **Designated Allotment:** an allotment which is accompanied by specific directions as provided in section 17.
13. **Prime Consumer:** any person who receives an allotment of controlled material from a Claimant Agency either directly or through an Office of such Agency.
14. **Secondary Consumer:** any person who receives an allotment of controlled material from a prime consumer or another secondary consumer.

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15. **Class A Product:** any product containing any controlled material fabricated beyond the forms and shapes specified in the CMP Materials List, except a Class B product.
16. **Class B Product:** any product containing any controlled material fabricated beyond the forms and shapes specified in the CMP Materials List, which is contained in the Class B List, Exhibit 2, attached.
17. **Program:** a plan specifying the total amount of an item or class of items to be provided in a specified period of time.
18. **Authorized Program:** a program specifically approved by the Requirements Committee or by a Claimant Agency within the limits of its allotment.
19. **Schedule:** a plan specifying the total amount of an item or class of items to be produced or used by an individual consumer in a specified period of time.
20. **Authorized Schedule:** a schedule specifically approved within the limits of an authorized program by a Claimant Agency with respect to a primary consumer, or specifically approved by a primary or secondary consumer with respect to a secondary consumer producing for sale to it as required to meet an authorized schedule.
21. **Production Directive:** an order issued by a Controlled Materials Branch to a producer of controlled material specifying amounts of one or more forms, shapes or products to be produced or shipped by him during a specified period.
22. **Construction and Facilities:** includes all elements of any construction or capital addition, including all facilities, machinery and equipment entering into the same.
23. **Maintenance, repair and operating supplies:** those items normally carried as such according to established accounting practice. The term also includes minor capital additions not exceeding in cost \$500 for any one item. No capital addition aggregating more than \$500 shall be subdivided for the purpose of coming within this provision.

CONTROLLED MATERIALS PLAN

1. Purposes.

The fundamental purpose of the Plan is to assure a balance between supply and demand of controlled materials, to the end that such materials shall be available in the quantity and form and at the time required to meet authorized programs and schedules. The Controlled Materials Plan provides for the division of available supplies of controlled materials among the various Claimant Agencies in the interests of most efficient use of these controlled materials in war production.

The Plan contemplates centralized control by the War Production Board over the division of controlled materials among the Claimant Agencies and appropriate accounting so that no Agency can over-draw its allotment. Detailed responsibility for the distribution of controlled materials through specific allotments to programs and schedules is decentralized—first, in the Claimant Agency primarily responsible for each program, and secondly, in the consumers responsible for each schedule.

The Plan is designed to balance the over-all production program within the available supply of controlled materials. The Claimant Agencies will be required to adjust programs and schedules within the limits of controlled materials allotted to them. Other materials will continue to be distributed through the priority system. The Plan is sufficiently flexible to permit the inclusion of additional materials as controlled materials in the future, if necessary.

2. Claimant Agencies.

The Claimant Agencies shall consist of the following government offices and such others as may from time to time be designated by the Vice Chairman on Program Determination:

- War Department
- Navy Department
- Maritime Commission
- Aircraft Scheduling Unit (agent for Army Air Forces and Bureau of Aeronautics)
- Office of Lend-Lease Administration
- Board of Economic Warfare
- Office of Civilian Supply

3. Preparation of Requirements.

By the first day of the first month of the quarter preceding the quarter to be covered by the allotment (*i. e.*, by January 1, 1943, for the second quarter of 1943), each Claimant Agency shall transmit its total requirements for controlled materials to each controlled materials Branch, with a copy to the Office of the Vice Chairman. Requirements shall be presented by programs in such detail and with such supporting data as the Vice Chairman may determine and shall include total requirements for each controlled material by months for one

year in advance and in one amount for the subsequent six months period so that total requirements will be estimated for at least 18 months into the future at all times.

Each Claimant Agency shall classify its requirements for controlled materials in the following categories:

(a) Production Programs (all requirements not covered in (b) and (c) below);

(b) Construction and Facilities, including Industrial Machinery and Equipment;

(c) Industrial Maintenance, Repair and Operating Supplies.

Except as otherwise provided in this section, each Claimant Agency will estimate its monthly requirements for controlled materials for each of its major programs on the basis of bills of materials, actual or estimated, adjusted to production schedules by appropriate lead factors or other relevant considerations. As a guide for the Controlled Materials Branches and the Requirements Committee, each Claimant Agency shall submit its requirements for controlled materials broken down in the forms and shapes listed on the CMP Materials List, contained in Exhibit 1, attached.

Class A and Class B Products.

For purposes of convenience in preparing bills of materials and making allotments, all manufactured products are divided into Class A products and Class B products. Class A products are all products other than Class B products as listed on Exhibit 2, attached. Class B products are items normally sold on the open market and those sub-assemblies or miscellaneous or specialized items of equipment for which individual, specific allotments from Claimant Agencies to prime consumers and from prime consumers to secondary consumers are deemed impractical.

Requirements for controlled materials for Class A products will be presented by the Claimant Agency on the basis described above, and will be estimated on the basis of bills of materials, as described in Section 4 below.

Requirements for controlled materials for Class B products will be presented separately by the Claimant Agency, but they will be estimated as outlined below.

Construction and Facilities.

Each Claimant Agency shall be responsible for requirements of controlled materials for all construction and facilities to be used *exclusively* for the benefit of the Agency or its Offices, irrespective of ownership. All other construction and facilities requirements are the responsibility of the Office of Civilian Supply unless otherwise agreed by the Claimant Agencies involved or determined by the Vice Chairman.

Industrial Maintenance, Repair and Operating Supplies.

Claimant Agencies shall submit estimates for maintenance, repair and operating supplies for those plants or establishments which are owned and operated by them. All other requirements for maintenance, repair and operating supplies will be presented by the Office of Civilian Supply, Office of Lend-Lease, and Board of Economic Warfare and handled in the manner described in Section 22.

Requirements for Class B Products.

To prevent duplication of functions among Claimant Agencies and to permit rational programming of Class B products, the following provisions will govern the preparation of requirements, compilation of bills of materials, and the issue of allotments of controlled materials for Class B products:

(a) Except for the Office of Civilian Supply, each Claimant Agency shall prepare its requirement estimates for Class B products in number of units or in dollar value as may be agreed between that Agency and the Office of Civilian Supply; and submit the same to the Office of Civilian Supply at least one month before requirements are to be submitted by the Claimant Agencies to the Controlled Materials Branches and the Requirements Committee;

(b) The Office of Civilian Supply shall have primary responsibility for the compilation of bills of materials or any other approved basis for determining requirements of controlled materials for Class B products but shall obtain such information from industry only through the appropriate Industry Branches;

(c) In cooperation with the other Claimant Agencies, the Office of Civilian Supply shall translate requirements for Class B products into requirements for controlled materials which must be provided from the allotment of each Agency in each relevant time period;

(d) If no fabrication bottleneck exists, the Industry Branch, with the approval of the Claimant Agencies, shall devise an authorized schedule to meet the total requirements of the Claimant Agencies for those plants which are to produce the specified product and issue allotments of controlled materials to prime consumers, charging these allotments against such Agencies in amounts as agreed or as determined by the Vice Chairman;

(e) If requirements exceed the capacity of fabrication facilities, each Agency shall revise its affected programs and schedules so that its requirements fall within its share of such Class B products as agreed or as determined by the Vice Chairman. Allotments shall then be issued by the Industry Branch to prime consumers as described above;

(f) A Claimant Agency, on application to the Vice Chairman, may be given authority to schedule the production of such Agency in any plant.

For selected classes of miscellaneous Class B products, the Office of Civilian Supply, by agreement with the Agencies or by determination of the Vice Chairman, shall assume complete responsibility for the preparation of requirements and for allotments of controlled materials up to a fixed maximum dollar value for a specified period of time. Each Agency shall establish controls which will restrict its procurement of such items within limits so agreed upon or determined.

All requirements not specifically provided for above shall be submitted by the Office of Civilian Supply unless otherwise determined by the Vice Chairman.

4. Bills of Materials.

Claimant Agencies will develop, with the aid of prime consumers, bills of materials which will enable them to prepare their requirements for submission to the Requirements Committee. This information is also obtained to assist such Agencies in making allotments to prime consumers. The data so provided will also guide the Controlled Mate-

rials Branches in the formulation of production plans and the issuance of production directives to the producers of controlled materials. Instructions for the preparation of bills of materials for this Plan are contained in Exhibit 1.

Certain Claimant Agencies and Industry Branches in the case of highly repetitive items will find it necessary to obtain as rapidly as possible, detail bills of materials showing forms and sizes in greater particularity than provided in the instructions set forth in Exhibit 1, and also covering materials other than controlled materials. Such requests for additional detail by Claimant Agencies are to be complied with, so long as not in conflict with this Plan. While consideration will be given to the particular needs and problems of each Claimant Agency and its Offices, uniformity to a substantial degree is essential and instructions to accomplish this result may be issued by the Vice Chairman.

Responsibility for the preparation of bills of materials shall be upon the Claimant Agency, with reference to the War Production Board, and upon the prime consumers, with reference to the Claimant Agency. This shall not prevent a Claimant Agency from working with secondary consumers in cooperation with the prime consumers insofar as is necessary to direct the preparation of accurate bills of materials for subcontracted items.

Bills of materials shall be prepared on the basis of a study of the specific product being reported. On repetitive items where substantial volume is produced, the bills of materials shall be prepared with particular accuracy. In certain instances, however, selection of representative models or prototypes of the products is permissible rather than a separate bill for every slight variation in specification. For non-repetitive items engineering estimates will be accepted. In the case of construction, estimated bills of materials and estimates of the total requirements of every Claimant Agency will be sufficient.

Each Claimant Agency shall make the fullest practicable use of data already available. Before seemingly unnecessary work is undertaken, an appeal should be made to the Vice Chairman for permission to utilize existing information.

5. Responsibility of Controlled Materials Branches.

The Controlled Materials Branches shall, by the 15th day of the first month of the quarter preceding the quarter to be covered by the allotment, prepare and submit to the Requirements Committee the following, for the periods indicated in Section 3 above:

- a statement of the requirements of each Claimant Agency in total quantities of each controlled material in such detail as may be prescribed by the Vice Chairman.
- a statement of the total anticipated supply of each controlled material, in detail similar to (a) above.
- Recommendations as to the appropriate reconciliation between aggregate requirements and anticipated supply for the next calendar quarter, together with any additional relevant information appropriate for consideration by the Requirements Committee in making allotments to each Claimant Agency.

The Controlled Materials Branches prior to such date shall jointly meet with the Claimant Agencies and endeavor to reconcile differences

and arrive at a balance between the several controlled materials and the demand and supply for each.

Each Claimant Agency shall assign one or more representatives on a full-time basis when necessary to work with the Controlled Materials Branches. These representatives shall assist the Branches in the analysis of requirements and shall have authority to act for the respective Claimant Agencies in the preliminary reconciliation of requirements to available supply. The detailed work of reconciling and balancing requirements will be accomplished in the Office of the Vice Chairman and the Controlled Materials Branches so that only major questions of policy will be presented to the Requirements Committee.

The Office of the Vice Chairman shall be responsible for advising the Requirements Committee concerning the relationship between the programs submitted by the Claimant Agencies as reflected in the stated requirements and the determined production objectives or authorized programs.

In addition to the above, each Controlled Materials Branch will be charged with

- obtaining requisite production of the particular controlled material for which the Branch is responsible in the forms required;
 - balancing such production and the distribution thereof within the scope of the Branch's jurisdiction and authority;
 - checking allotments for the particular controlled material for which the Branch is responsible insofar as this is possible in connection with orders for such material placed on the producers thereof;
 - recommending appropriate action to make the most efficient use of controlled material through changing specifications, substitution, simplifying production and adoption of other conservation practices in cooperation with other offices in the War Production Board and Claimant Agencies dealing with conservation measures.
- All directions to controlled materials producers affecting production and distribution of controlled materials shall be issued by and through, and only by and through, the Controlled Materials Branches, except as may be otherwise ordered by the Vice Chairman.

6. Responsibilities of the Requirements Committee.

Not later than the last day of the first month of the quarter preceding the quarter to be covered by the allotment, i. e., by January 31st for the second calendar quarter of 1943, the Requirements Committee will divide the supply of each controlled material as estimated by the appropriate Branch, by making an allotment for each month of the quarter to each Claimant Agency with such subdivisions between Offices of a Claimant Agency or between programs, as may seem appropriate. Steel products will be divided between (a) carbon and (b) alloy steel, but without further separation among the various products. In the case of copper and copper base alloys, allotments will be divided between (a) brass mill products, (b) wire mill products and (c) foundry products. In the case of aluminum, allotments will be made in terms of such breakdown by aluminum products as the Vice Chairman may decide upon. The Vice Chairman may prescribe other subdivisions in any controlled materials. In deciding how much of each controlled material shall be allotted to each Claimant Agency, the Requirements Committee will take into account the necessity for

maintaining a proper balance as between the amounts of the different controlled materials.

The amount of each controlled material allotted to each Claimant Agency and to each program for which a separate allotment may be made will be confirmed to the Agency in writing, in form similar to Exhibit 3, attached, with copies to the Controlled Materials Branches, within 24 hours after the determination of the Requirements Committee.

After this determination, the Requirements Committee may consider emergency adjustments in allotments, whether these be occasioned by the need for new or modified programs or by changes in available supply as compared with original estimates. In the usual case, adjustments necessary for needed new or expanded programs to the extent not included in the initial request must be effected by each Claimant Agency from within its own allotment.

At no time will the aggregate allotments by the Requirements Committee of any controlled material to Claimant Agencies exceed the total supply of that material as estimated by the Controlled Materials Branch. After the total supply for any period is allotted among the Claimant Agencies, any additional allotments must be accompanied by equivalent reductions in allotments previously made.

7. Responsibility of Claimant Agencies.

After receipt of allotments from the Requirements Committee, each Claimant Agency will divide its allotment for each controlled material among its respective Offices and through them among the prime consumers, making appropriate allowances for allotments already made as hereinafter provided.

Each Claimant Agency shall:

(a) Make adjustments in programs to bring them within allotments made by the Requirements Committee, and advise prime consumers of such adjustments, obtaining, where necessary, modification of requirements estimates to reflect necessary changes in production or construction schedules;

(b) Receive applications on the form indicated in Exhibit 4, attached, from prime consumers setting forth the amounts of each respective controlled material required for the adjusted schedules. Where information in the hands of the Claimant Agency is sufficient for making allotments, no application from prime consumers need be obtained;

(c) Make the allotment of controlled materials to each prime consumer, within the total allotment for the particular program, divided month by month, on the form indicated in Exhibit 4, attached. Allotment numbers will be assigned as described in Section 8;

(d) Authorize prime consumers to apply preference ratings approved by the War Production Board to procure the necessary fabricated parts and assemblies and necessary materials other than controlled materials;

(e) Generally supervise the division of allotments by prime consumers to cover the requirements of secondary consumers;

(f) Reserve an allowance for contingencies subject to such restrictions as may be prescribed by the appropriate Controlled Materials Branch in the interests of full production;

(g) With the reserve provided in (f) or through downward adjustments of allotments previously made, provide for interim allotments to meet emergency requirements developing during the quarter;

(h) Effect the most economic use and balanced distribution of controlled materials allotted to it;

(i) Appoint an official as Material Control Officer with sufficient authority and staff to make the Plan effective within the Claimant Agency and to work in close cooperation with the War Production Board in all matters connected with the Plan.

Each Claimant Agency may allot for each month during the quarter up to 105 per cent of its monthly allotment. The over-allotment of 5 percent will help to assure capacity production by producers of controlled materials. This percentage and the distribution of the quarterly allotments by months may be changed by the Vice Chairman upon the recommendation of the appropriate Controlled Materials Branch.

Each Claimant Agency may make advance allotments for shipment in quarters for which the Requirements Committee's allotments have not been made, limited for each month of such quarters to the following percentages of one-third of the most recent quarterly allotment made by the Requirements Committee for that Agency, unless otherwise instructed by the Vice Chairman:

For the quarter immediately following that for which the allotment has been established	80%
For the next following quarter	60%
For later quarters	40%

Advance allotments for the second quarter of 1943 may be so made when specifically authorized by the Vice Chairman on the basis of the Requirements Committee's determinations for the first quarter of 1943.

8. Allotment Numbers.

Each allotment by a Claimant Agency shall show an allotment number which, in addition to a letter symbol for the Agency, will include digits showing the Office of the Claimant Agency, program, schedule, and the month in which shipment is authorized.

An example follows: "W-1234-567-16". The first letter in this allotment number represents the Claimant Agency, as "W" for War Department, "N" for Navy, etc. The next four digits indicate the program number. Groups of these program numbers will be assigned to Offices by each Claimant Agency. The next three digits represent the authorized schedule. The next two digits indicate the month in which shipment is authorized, beginning with January 1942 as 1, so that 16 represents April 1943.

In subdividing their allotments, prime consumers and secondary consumers will pass along their allotment numbers. Thus the origin of orders received by producers of controlled materials can be ascertained. If errors or violations in dividing allotments have occurred, responsibility can be fixed and, if emergencies arise at the mill level, adjustments can be intelligently made.

9. Preference Ratings.

Controlled Materials

The delivery of controlled materials on orders bearing allotment numbers shall not be affected by preference ratings.

Other Materials

Deliveries of materials other than controlled materials will continue to be governed by preference ratings and will be subject to Priority Regulations and orders of the War Production Board.

Fabricated Products

Orders for all fabricated products, including Class A and Class B, when accompanied by allotment numbers, shall be accepted and scheduled for delivery where possible to do so without conflicting with other orders previously accepted accompanied by allotment numbers, irrespective of orders bearing preference ratings which are not accompanied by allotment numbers, except as below provided for orders rated AAA.

Orders accompanied by allotment numbers shall not be accepted unless they can be filled in accordance with the related schedule, subject to unexpected contingencies and to any period of grace which may be specified in the schedule.

Within and among authorized schedules or orders accompanied by allotment numbers, conflicts arising due to delayed deliveries from suppliers, plant breakdown, labor shortage or other factors beyond the control of the recipient of the schedule or order, shall be resolved in accordance with preference ratings applicable thereto, unless otherwise directed. Directions for resolution of such conflicts may be given by a Claimant Agency where all such conflicts arise within schedules authorized under programs of such Claimant Agency. Otherwise, such directions may only be given by the War Production Board.

Orders for fabricated products bearing AAA preference ratings shall take precedence over all conflicting orders or delivery schedules for fabricated products whether or not such orders are accompanied by allotment numbers, unless otherwise directed by the War Production Board.

Where delivery schedules or orders accompanied by allotment numbers create a critical situation in any industry, plant or product, the Vice Chairman, on application by any Claimant Agency or the appropriate Industry Branch, may require the appropriate Industry Branch to schedule the production of such industry or plant or to allocate the product for all Claimant Agencies in the interest of maximum satisfaction of the demand for the product involved. Likewise a Claimant Agency, on application to the Vice Chairman, may be given authority to schedule the production of such Agency in any plant.

Except as otherwise provided in the Plan, all Priority Regulations and Orders remain in effect.

10. Procedure Followed by Consumers in Obtaining and Dividing Allotments of Controlled Materials.

Any prime consumer using controlled materials in the production of Class A end products will, to that extent, obtain his allotments from the Claimant Agency or the Office of the Claimant Agency to which such Class A products are sold. Any consumer using controlled materials in the production of Class A products which are supplied as component parts or sub-assemblies to any other consumer making Class A or Class B products will obtain his allotments as a secondary consumer from such other consumer.

Any consumer using controlled materials in the production of Class B products will, to that extent, obtain his allotments from the appropriate Industry Branch of the War Production Board.

Applications by consumers for allotments of controlled materials to Claimant Agencies, Industry Branches, or other consumers as the case may be, shall all be made on the same application form, which is indicated in Exhibit 4. Claimant Agencies, Industry Branches, or consumers receiving such applications may request such additional explanatory and supporting information as may be necessary in deciding upon the allotment to be made.

Special provision may be made by the Vice Chairman for the relief of any undue burden on small manufacturers or manufacturers using small amounts of controlled materials.

Any manufacturer of Class B products may apply to the Office of the Vice Chairman for permission to be treated as a maker of Class A products. Likewise, a manufacturer of Class A products making a large variety of items which are sold to many customers and whose allotments originate from several Claimant Agencies, may make similar application to be treated as a maker of Class B products. Such permission will not be granted with reference to component parts or sub-assemblies, unless the necessary adjustments in bills of materials which include such component parts or sub-assemblies can be made without difficulty by the respective Claimant Agencies and consumers. With reference to Class A or Class B products which are not incorporated in other products, such permission will be granted where practical advantages are indicated. Similar changes of classification may be made by the Vice Chairman on application by Claimant Agencies.

A prime consumer receiving an allotment of controlled materials shall distribute such allotment to himself and to his immediate secondary consumers, who shall in turn distribute their respective part of the allotment in the same manner to themselves and to their respective secondary consumers, until each secondary consumer using controlled materials in the production of Class A products to be incorporated in the final assembly receives his required allotment.

Subdivision of allotments may be effected by use of the form indicated in Exhibit 5, attached, which may be endorsed on purchase or delivery orders.

As an alternate procedure, any prime or secondary consumer may, at his option, distribute his allotment to himself and his various secondary consumers and their respective secondary consumers by adopting the following procedure:

(a) The consumer will prepare a complete list of all secondary consumers making Class A products to be incorporated in his product. Such list is to be kept current by requiring each secondary consumer on the list to promptly report any change in his suppliers of Class A products;

(b) Immediately upon receiving an allotment, the consumer will notify each secondary consumer on the list (either directly or through intervening secondary consumers) of a tentatively authorized schedule for which the allotment has been made, with the request that each such secondary consumer submit at once directly to the consumer holding the allotment a statement of his proposed orders for controlled materials as required to carry out the tentatively authorized schedule,

such statement to show the amounts desired for shipment in each month;

(c) The consumer will summarize the requirements of his secondary consumers for controlled materials, checking the list to make certain that a statement of requirements has been received from each secondary consumer;

(d) If the summary shows that the aggregate requirements of the consumer and his secondary consumers fall within the allotment, the consumer will immediately advise each secondary consumer directly of the allotment number and allotment, so that each consumer may place an authorized order with the producers of controlled materials;

(e) If the summary indicates an overstatement of requirements on the part of his secondary consumers, the consumer will take such action as is appropriate to obtain adjustment of the proposed orders within the available allotment.

(f) *No consumer shall place any authorized order for controlled materials until the appropriate allotment number and his allotment have been received as above provided.*

11. Responsibility of Prime Consumers.

In addition to the responsibilities outlined above, the prime consumer is responsible for the following:

(a) Supplying the various Claimant Agencies or Offices thereof with bills of materials, pursuant to the instructions contained in Exhibit 1, for each product as requested by the Claimant Agencies or Offices;

(b) Developing with the Claimant Agency the quantity of controlled materials required month by month to carry out the program or schedule authorized by the Claimant Agency, taking into account lead factors and available inventory;

(c) Dividing between his immediate secondary consumers the allotment of controlled materials made to him by the Claimant Agency so as to provide each secondary consumer with the quantity of each controlled material required in carrying out the appropriate portion of the authorized program or schedule;

(d) Generally supervising the division of controlled materials by his secondary consumers among their respective secondary consumers;

(e) Developing revised requirements for controlled materials and adjusting outstanding allotments with his direct secondary consumers in cases where the Claimant Agency revises a production program or schedule previously approved or revises specifications;

(f) Assisting the Claimant Agency in investigating to determine errors in division of allotments if records show over-ordering against the prime consumer's allotment number;

(g) Maintaining accurate records of all allotments received, by allotment numbers, and of the subdivision of all allotments among his direct secondary consumers and retaining such records for two years;

(h) Reporting promptly to the Claimant Agency in every case where he is unable to use the full allotment for the authorized schedule as originally planned.

12. Responsibility of Secondary Consumers.

Each secondary consumer bears the same responsibility toward his prime consumer and his respective secondary consumers as the prime

consumer bears to the Claimant Agency and his immediate secondary consumers.

13. Criminal Liability for Over-Allotment.

If any prime consumer allots to his secondary consumers and retains allotments which together include amounts exceeding the face amount of such consumer's original allotment, or if any secondary consumer allots to another secondary consumer and retains allotments which together include amounts exceeding the face amount of such consumer's original allotment, or if any person specifies delivery under an allotment in larger quantities or earlier than authorized, or otherwise violates regulations of the War Production Board governing the operation of this Plan, *any person wilfully causing such action is guilty of a criminal act and is subject to \$10,000 fine or a year's imprisonment or both.*

14. Control Records.

Records shall be kept by each Claimant Agency of all allotments made by such Agency in such form as may be prescribed by the War Production Board, and regular reports therefrom shall be made to the War Production Board Central Recording Unit and the Controlled Materials Branches.

Records maintained by the Claimant Agency shall include:

(a) An account for each controlled material in which a credit will be set up and apportioned by months based on the allotment covering that material. Against this a debit will be entered for each program to which the controlled material is allotted.

(b) An account for each program allotment. This account will be credited with the quantities of each controlled material allotted to that program. Allotments of material to Offices of the Claimant Agency or directly to prime consumers will be debited to this account.

(c) The name of each prime consumer and the quantity allotted to him by months shall appear in program accounts of either the Claimant or its Offices. Month-by-month allotments for both the current and future quarters shall appear currently in such records.

(d) Such records of Class B products purchased by the Agency as the Vice Chairman may prescribe.

All such records, as well as any other information relating to the operation of the Plan, shall be available to authorized representatives of the Vice Chairman.

The Claimant Agency shall report semi-monthly to the War Production Board Central Recording Unit and the Controlled Materials Branches the aggregate allotments issued during the period for each controlled material for each program.

15. Production Directives.

In order to obtain maximum and most efficient utilization of facilities, a Controlled Materials Branch may issue production directives to producers of controlled materials, directing them to produce specified tonnages per month of certain shapes, forms, or sizes. Such production directives shall be based on information provided either by the Claimant Agencies or through records in the Branch as to overall requirements, capacity, order load on the producers, etc. Such production directives shall cover not in excess of 95 percent of the expected

production of the producer, and, in the case of non-integrated producers, shall be accompanied by the necessary authority to obtain controlled materials for further processing.

Appropriate provision shall be made for the flow of a portion of the supply of controlled materials to warehouses, and for the production of a balanced proportion of forms and shapes of controlled materials for such purpose.

16. Restriction on Shipments by Producers of Controlled Material.

After June 30, 1943, no producer of controlled materials shall make any shipment thereof (except as otherwise directed by the Controlled Materials Branch or as provided below with respect to small orders and warehouse orders), except upon an order bearing an allotment number as herein provided. A producer's use of controlled material produced by him, excepting use in production of other CMP Materials List forms of the same controlled material, shall be deemed a shipment for the purposes of this paragraph.

Orders authorized for shipment in one month shall be shipped in the specified time if possible, but in any event not later than the last day of the month following. If a shipment is not completed within these limits the producer shall notify the appropriate Controlled Material Branch, which shall take prompt action definitely to schedule such order for shipment with some producer or notify the Claimant Agency and consumer why such order cannot be scheduled.

Any producer of controlled materials operating under production directives shall accept orders bearing allotment numbers in the order in which received, but shall refuse orders for shipment of any product in any month after such orders entered for shipment during that month, together with any orders carried over from the preceding month, plus such amounts as may be directed by the Controlled Materials Branches for warehouses and non-integrated mills, total 110 percent of the production specified in his production directive.

Any producer of controlled materials not operating under production directives must accept orders bearing allotment numbers in the order in which received, but must refuse orders for shipment of any product in any month after such orders entered for shipment during that month or carried over from the preceding month, plus such amounts as may be directed by the Controlled Materials Branches for warehouses and non-integrated mills, total 105 percent of his expected production.

The producer of controlled materials shall notify the appropriate Controlled Materials Branch when such limits of 110% and 105%, respectively, have been reached.

Orders properly entered and designating shipment for any month may be shipped after the 15th of the preceding month, provided such shipment does not interfere with shipment of orders covered by allotment numbers designating shipment for earlier months, and provided such shipment does not violate production directives then in effect.

17. Placement of Orders.

Except where specifically directed otherwise by the appropriate Controlled Materials Branch, each consumer who has been granted an allotment of controlled materials may place his orders for controlled materials with any producer or any other supplier of such materials. When purchase or delivery orders, except for steel castings, are placed

with mills producing steel products, they shall be accompanied by 3 copies of Exhibit 6, attached, properly filled in and executed by a duly authorized official or agent of the purchaser. One copy of Exhibit 6 shall be forwarded to the Iron & Steel Branch of the WPB by each producer of steel products, indicating acceptance or rejection of such an order. Such form shall be sent not later than the first day following entry of the order. In the case of copper and aluminum, such orders shall be accompanied by such forms as may be prescribed.

Consumers must have properly detailed orders for controlled materials in the hands of producers in time to comply with necessary production cycles of the product required, as determined by the appropriate Controlled Materials Branch.

A consumer of controlled materials whose orders are based upon numerous contracts or purchase orders received, bearing allotment numbers authorizing the purchase of small quantities of controlled material, may combine any number of such small amounts into one purchase order and omit the list of supporting allotment numbers, provided that:

- (a) Such consumer must certify on his purchase order that such order is supported by an aggregate amount of authorizations received by him or supported by certifications bearing allotment numbers equal to the total purchased;
- (b) Such supporting authorizations must be retained for two years for inspection by any authorized official of the federal government;
- (c) No order so combined shall include any item supported by a single allotment number applicable to more than the following quantities:

Carbon Steel.....	5 tons.
Alloy Steel.....	1 ton.
Stainless Steel.....	500 lbs.
Copper.....	200 lbs.
Aluminum.....	100 lbs.

- (d) Such consumer must support the quantities so purchased under a combined order by a statement of the quantities covered by allotment numbers from each Claimant Agency, as indicated by the Agency's allotment symbols.

The same procedure may be followed by a purchaser of Class A or Class B products whose orders are based on numerous contracts or purchase orders received, bearing allotment numbers authorizing him to allot similar small quantities of controlled materials to his secondary consumers.

Pursuant to agreement between a Controlled Materials Branch and a Claimant Agency or direction of the Vice Chairman, an allotment of controlled materials may be made up (in whole or in part) of individual designated allotments to be obtained from specific producers and suppliers. In this case the Claimant Agency shall assign such designated allotments to the prime consumers from the designated producers or suppliers. Each consumer who has been granted a designated allotment to procure controlled materials from a designated producer or supplier must place his order with the designated producer or supplier. The Controlled Materials Branch shall give the producer or supplier appropriate directions as soon as the designated allotment is made.

Any person entitled to place an authorized order for controlled materials under any of the above provisions, who is unable to find a producer or other supplier of such controlled material who will accept such order, shall report such facts and the nature of his requirements in a request for assistance to the appropriate Controlled Materials Branch, stating his allotment number. The Controlled Materials Branch shall direct the placing of such order, or advise the Claimant Agency why it cannot be placed.

In case of emergencies, a Controlled Materials Branch may direct a supplier of Controlled Materials to fill any specified order.

18. Warehouses.

Warehouses handling controlled materials shall be considered as a part of the supply system for controlled materials and efforts will be made to maintain adequate inventories in such warehouses pursuant to authorizations from the appropriate Controlled Materials Branch.

Warehouse stock shall be used to fill orders bearing allotment numbers for quantities of controlled materials to be prescribed by the Controlled Materials Branches and also to fill larger orders as specifically directed by the appropriate Controlled Materials Branch or by a Claimant Agency from earmarked stocks as provided below. In addition, small orders, within limit to be prescribed by the Controlled Materials Branches, may be filled from warehouse stocks without allotment numbers, so that small users of Controlled Materials will be able to get necessary supplies without the burden of being compelled to comply with formal procedures. The Requirements Committee will determine the total amount to be distributed in this manner.

To the extent that may be agreed between any Claimant Agency and a Controlled Materials Branch or determined by the Vice Chairman, inventories shall be maintained by the Controlled Materials Branch, in approved designated warehouses, in amounts specified by the respective Claimant Agencies out of their allotments. These stocks are to be earmarked for each such Claimant Agency and will be issued under its direction.

19. Inventory Control.

Each prime or secondary consumer of controlled materials whose inventory of all CMP Materials is in excess of such limits as shall be specified by the Vice Chairman shall submit to the Material Redistribution Branch, not later than the 15th of the month following the close of each calendar quarter, beginning January 15th, 1943, a statement in the form of Exhibit 7, attached, showing the amount of his inventory of all CMP Materials in the forms listed (excluding material in process) on hand on the last day of such calendar quarter and his consumption during that quarter. The files of these reports shall be maintained in each Controlled Materials Branch and in the War Production Board Material Redistribution Branch and shall be available for inspection by each Claimant Agency.

Any Claimant Agency, with the approval of the Vice Chairman, may require and maintain separate inventory controls of the consumers of controlled materials to which it makes allotment. Insofar as possible, these inventory reports shall be uniform. The Material Redistribution Branch shall declare policy and have the general supervisory responsibility, but each Controlled Materials Branch and Claimant Agency shall be responsible for initiating action for the

reduction and restriction of inventories of controlled materials to the minimum possible under authorized schedules.

20. Producers' Reports.

Each producer of controlled materials shall report to the appropriate Controlled Materials Branch on the form indicated in Exhibit 8, attached, his shipments and past due orders classified by Claimant Agencies and in such other manner as may be prescribed by the Vice Chairman and for each such period as shall be specified by the appropriate Controlled Materials Branch. These reports shall be submitted by the date prescribed by the respective Controlled Materials Branches.

21. Construction and Facilities.

Each Claimant Agency shall submit separately requirements of controlled materials for all construction and facilities to be used exclusively for the benefit of the Agency or its Offices, irrespective of ownership. All other construction and facilities requirements are the responsibility of the Office of Civilian Supply unless otherwise agreed by the Claimant Agencies involved or determined by the Vice Chairman. Such statements of requirements shall show for all projects under construction or proposed for construction for the Claimant Agency during the period in question, on a program basis, requirements for controlled materials, month by month during the period of construction. Such requirements will include Class B products segregated from Class A and estimated as provided in Section 3.

In the case of urgent military construction where bills of materials cannot be made available, requirements for controlled materials may be based on the best estimate practicable.

Requirements shall be submitted by the Claimant Agencies as provided in Section 3. All construction programs will be analyzed by the Construction and Facilities Branch of the Office of the Vice Chairman, which, after consultation with the Controlled Materials Branches, will submit to the Requirements Committee appropriate recommendations.

The Requirements Committee will allot controlled materials separately for the construction program of each Claimant Agency and may make specific allotments for specific subdivisions of such programs. The Claimant Agency will schedule each program within the allotment made by the Requirements Committee for that program and assign allotment numbers and quantities of controlled materials within its allotment. The allotment to the Agency must be charged for the Class B products required for its construction program, but such allotments will be made to manufacturers by the appropriate Industry Branches.

The person constructing the project shall be deemed a prime consumer and shall distribute his allotment of controlled materials in the same manner as provided for other prime consumers to secondary consumers, as outlined above.

22. Industrial Maintenance, Repair and Operating Supplies.

Claimant Agencies requiring maintenance, repair and operating supplies for plants or establishments owned and operated by such Agencies, or for export, shall include the same in the requirements which they submit to the Requirements Committee. All other re-

quirements for maintenance, repair and operating supplies shall be submitted by the Office of Civilian Supply, based on the best estimates available from the appropriate Branches of the War Production Board.

The Requirements Committee shall make allotments to each Claimant Agency covering controlled materials to be used as such for maintenance, repair and operating supplies and controlled materials for maintenance, repair and operating supplies in the form of Class A products. The latter shall be re-allotted by the Claimant Agencies as in the case of requirements for any other Class A products. Controlled materials for maintenance, repair and operating supplies in the Class B products shall be allotted to the Office of Civilian Supply, with appropriate charges to other Agencies, in the same manner as allotments for the manufacture of any other Class B products.

Controlled materials required for maintenance, repair and operating supplies, whether used as such or used in Class A or Class B products, shall be distributed for each important class of industry under regulations or orders which may specify the maximum allotment to which each industrial unit is entitled or the preference rating to be used in obtaining fabricated parts and other than controlled materials. Requirements of industrial units not covered by such procedure shall be obtained on application to the appropriate Industry Branch or War Production Board Regional Office.

23. Transition.

The Plan is designed to be applied to deliveries for the Second Quarter of 1943 and to be in full operation by July 1, 1943. Existing procedures, including Preference Rating Orders and Certificates and individual material allocations under M Orders, will continue in effect until then, except as specified otherwise herein. Acceleration or retardation of the transition may be effected with reference to any given program or schedule pursuant to determination by the Vice Chairman.

In view of the fact that certain consumers of controlled materials may not be able to obtain their allotments in time to meet requirements for the Second Quarter of 1943, authorizations to purchase under the Production Requirements Plan during the Second Quarter of 1943 will be issued in terms of continuation of authority issued under PRP for the First Quarter of 1943, subject to adjustments on Form PD-25F. To the extent that allotments under the Controlled Materials Plan duplicate authorizations under PRP, each Production Requirements Plan Unit shall cancel authorizations received under the Production Requirements Plan for the Second Quarter of 1943 in equal amount to allotments received under the Controlled Materials Plan for the same quarter, and where such cancellation can not be made because of deliveries already received under the Production Requirements Plan, the consumer shall cancel allotments in equal amounts received under the Controlled Materials Plan.

To encourage rapid transition, orders bearing allotment numbers under the Controlled Materials Plan will be given preference over orders under the Production Requirements Plan and over any preference rated orders without allotment numbers. Under this arrangement any amounts which the Claimant Agencies are unable to allot under the Controlled Materials Plan will automatically be available for use

through the Production Requirements Plan and other priority procedures.

The Controlled Materials Plan shall be in full effect by July 1, 1943. Thereafter, no *controlled material* shall be shipped or received except in accordance with the Plan, and with respect to *controlled materials*, no preference ratings, individual material allocations under M Orders or similar procedures or authorizations under the Production Requirements Plan shall be valid.

24. Administration of the Controlled Materials Plan.

The Vice Chairman will establish within the War Production Board appropriate machinery for coordinating the operation of the Plan, which shall include the following:

(a) An Engineering Board of Review to work with the Controlled Materials Branches and the Claimant Agencies in developing the procedure to be followed in obtaining bills of materials and to review bills of materials and lead factors submitted by Claimant Agencies in support of requirements.

(b) A Central Recording Unit to maintain complete records of all allotments made to Claimant Agencies and the re-allotment by programs.

(c) A Service Unit

(1) to handle inquiries concerning the operation of the Plan and to advise Claimant Agencies and industry in the application of the Plan to meet their respective requirements.

(2) to assist in the organization and training of personnel within the Claimant Agencies for effective, decentralized administration of the Plan. Such Unit, in cooperation with the Controlled Materials Branches, will also develop and clear procedures and instructions for Claimant Agencies and applicants for controlled materials, within the limits of the Plan and in accordance therewith or as further prescribed by the Vice Chairman.

It will be the responsibility of each field office of the War Production Board to be fully informed on the operation and procedures of the Plan, and, after publication of regulations implementing the Plan requests for information should normally be addressed in the first instance to the War Production Board field office nearest to the applicant. It will be the duty of such field office, where necessary, promptly to forward such inquiries to the Service Unit above mentioned, and in all cases to obtain and furnish promptly replies to inquirers.

Appeals from actions taken under the Plan shall be governed by Rules and Regulations prescribed by the Vice Chairman.

In the case of appeal or otherwise on his own initiative the Vice Chairman shall make such changes in this Plan or in Allotments or other actions hereunder as may to him seem appropriate to facilitate and expedite the operation of the Plan.

NOVEMBER 2, 1942.

To the Director General for Operations:

It has been determined that the foregoing Plan shall be put into effect at once in accordance with the above, and you are accordingly instructed to take all steps, including issuance of rules, regulations and instructions, necessary and appropriate to this end.

(Signed) F. EBERSTADT,
Vice Chairman on Program Determination.

CHRONOLOGICAL OUTLINE OF INITIATION OF CONTROLLED MATERIALS PLAN

STEP—1 (November 2, 1942)

Controlled Materials Plan announced by War Production Board and instructions issued to Claimant Agencies and industry.

STEP—2 (November and December, 1942)

Claimant Agencies complete the collection of bills of material and estimate requirements, pursuant to instructions from Requirements Committee.

STEP—3 (January 1, 1943)

Claimants submit requirements to Controlled Materials Branches, with a copy to Requirements Committee, showing controlled materials required, by months, broken down as between (a) production, (b) construction and facilities, and (c) maintenance, repair and operating supplies.

STEP—4 (January 1 to January 15, 1943)

Controlled Materials Branches and Office of the Vice Chairman analyze requirements submitted by Claimant Agencies and make preliminary reconciliation to the extent possible between requirements and supply.

STEP—5 (December, 1942, and January, 1943)

Claimant Agencies and prime consumers proceed to develop information necessary in making final allotments, in order to be in readiness for distribution of allotments when made by Requirements Committee.

STEP—6 (February 1, 1943)

Requirements Committee makes allotment of controlled materials to Claimant Agencies for Second Quarter of 1943.

STEP—7 (February, 1943)

Claimant Agencies distribute allotments to prime consumers.

STEP—8 (February and early March, 1943)

Prime consumers divide up allotments authorized by Claimant Agencies between secondary consumers, and consumers place authorized orders with suppliers.

STEP 9—(March, 1943, and thereafter)

Controlled Materials Branches watch placement of orders on mills and mills' shipments and render assistance in placing orders for consumers of controlled materials who are unable to obtain mill acceptance of authorized orders.

STEP—10 (July 1, 1943)

Alternative plans and procedures with reference to controlled materials are abolished and thereafter controlled materials are obtainable only under the Plan.

LISTS OF EXHIBITS

- Exhibit 1—Bills of Material
- Exhibit 2—Class B List
- Exhibit 3—Program Determination
- Exhibit 4—Application for Program Allotment Number and Authorization
- Exhibit 5—Extension of Allotment
- Exhibit 6—Copper Purchase Authority (red)
Steel Purchase Authority (blue)
- Exhibit 7—Inventory Report
- Exhibit 8—Producer's Report of Shipments and Unfilled Orders

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EXHIBIT 1

BILLS OF MATERIALS

INSTRUCTIONS TO INDUSTRY FOR PREPARING BILLS OF MATERIALS

Introduction.

At the request of the appropriate Claimant Agency, prime consumers shall prepare and submit to such agency Summary Bills of Materials and, if specifically requested, Detail Bills of Materials, for procurement items as specified, in the form hereinafter described. The responsibility for compiling a complete Bill of Materials for a procurement item including all sub-contracted parts, is vested in the prime consumer.

In the case of purchased parts or assemblies it will be necessary for the consumer to secure from his secondary consumer the necessary information to complete the Bill of Materials and to furnish him with a copy of these instructions, in order to preserve uniformity in the preparation of all Bills of Materials.

The following instructions have been written to assist consumers in preparing Bills of Materials in which the basic information shown will be sufficiently uniform for consolidation and practical use by Claimant Agencies.

Definitions.

1. *Detail Bill of Materials*.—A list of all component parts of a procurement item showing material requirements as hereinafter indicated.

2. *Summary Bill of Materials*.—A list of the material requirements for a complete procurement item as hereinafter indicated, or a recapitulation of the Detail Bill of Materials. In some instances the Claimant Agency involved may request that this Summary Bill be subdivided into functional groups, for scheduling purposes. In each case spare parts sets must be shown separately and sub-totaled on the Bill of Materials.

3. *Prototype Bill of Materials*.—A Bill of Materials that is applicable to several styles or models of the same basic part or assembly, varying slightly in minor details which have little or no effect on the aggregate material content.

4. *Procurement Item*.—The complete assembly or product to be furnished by a Prime Consumer including extra parts, such as spare wheels and tires on trucks, and auxiliary or accessory equipment, such as picks, shovels, fire extinguishers, tool kits, etc., on tanks, which are normally attached to or shipped as a constituent part of the procurement item; and spare parts sets specified to be shipped concurrently with the basic procurement item.

5. *CMP Materials List*.—This is a classification list of materials, prepared for the purposes of the preparation of Bills of Materials. These materials have been assigned code numbers for convenience in accumulating the data requested herein, and a conversion table showing the translation from "Red Book" codes to CMP codes is included.

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6. *CMP Materials Code Number*.—The number taken from the CMP Materials List, used for convenience in accumulating the data requested herein.

7. *Drawing or Part Number*.—The number normally used to identify the individual part or assembly, and for use in connection with the preparation of Detail Bills of Materials. If the official government part numbers are available, these should be used.

8. *Part Name*.—The name of an individual part or an individual assembly, such as rope, buckle, piston, firing pin, ignition coil, radio tube, etc., to be shown only on Detail Bills of Materials.

9. *Specification or Chemical Analysis of Material*.—This refers to standard specifications such as "S. A. E.", "Army", "Navy", "Federal", "A. S. T. M.". In the absence of such recognized specifications, a manufacturer's specifications may be used, but only if an analysis showing chemical composition is furnished.

10. *Net Weight*.—The weight of a material actually contained in a finished part (in the case of a Detail Bill of Materials) or in a completed procurement item (in the case of a Summary Bill of Materials).

11. *Gross Weight (including rejections, etc.)*.—The weight of the material in the form shipped by the material producer and required for the manufacture of the procurement item or one of its parts. This should include allowances for processing losses, rejections, culls, testing, and spoilage, in such manner as may be prescribed by the Vice Chairman. For special definitions consult the CMP materials list.

12. *Number of Parts (shown on Detail Bill of Materials only)*.—Number of finished parts (of the particular part being reported) to be incorporated in the functional group or its sub-division of the procurement item being reported. Taking, for example, a piston ring as the part being reported for a six cylinder motor having two rings for each piston, the *Number of Parts* would be 12 if the motor were the functional group under consideration.

13. *Total Net Weight*.—a. *Detail Bill of Materials*.—On the Detail Bill of Materials, Total Net Weight is the Net Weight Per Part multiplied by the Number of Parts. It is the aggregate Net Weight of all parts identical with the one being reported which will be incorporated in the particular sub-division of the procurement item as listed. In the case of the piston rings mentioned above, it is the total net weight of the 12 piston rings.

b. *Summary Bill of Materials*.—On the Summary Bill of Materials the total Net Weight is the total net weight of a particular material contained in the complete procurement item, unless the Summary Bill is subdivided by functional or other groups, at the specific request of the Claimant Agency involved; then it will be the total weight contained in the sub-division of the procurement item as listed.

14. *Total Gross Weight (including rejections, etc.)*.—a. *Detail Bill of Materials*.—On the Detail Bill of Materials, Total Gross Weight is the Gross Weight Per Part multiplied by the Number of Parts. In the case of the piston rings referred to above, it would be the total weight of the particular material needed to produce the 12 rings including allowances as indicated in the definition of "Gross Weight."

b. *Summary Bill of Materials*.—On the Summary Bill of Materials, the total gross weight (as defined) is the total of a particular material

required to make all parts of the procurement item. However, if the Summary Bill of Materials is sub-divided by functional or other groups, at the specific request of the Claimant Agency involved, it will be the total weight of the material needed to make all the parts in such a sub-division.

15. **Lead Time**—(Manufacturing or flow time)—Lead time is the time interval expressed in months between the required delivery of materials from the plant of the supplier of the listed materials and final acceptance or delivery of the procurement item, or in the case of Class B products as defined, upon completion of their manufacture.

For example, the lead time for bar stock from which a steel forging is made would be the total elapsed time from the delivery of the bar stock from the steel mill to the time of acceptance by the agencies of the item of procurement in which the finished forging is incorporated. This time will include all intermediate transportation and processing time such as time for forging, heat treating, machining, assembly into the final product and testing.

NOTE.—It is recommended that in those cases where questions arise as to the foregoing definitions or with respect to the procedure outlined below, the prime consumer immediately refer the matter for decision to the appropriate Claimant Agency requesting the information in order that no delay or unnecessary effort be involved in this work.

General Instructions.

1. All Bills of Materials should indicate the gross and net weight (unless specifically exempted by the Claimant Agency) of each of the materials listed in the attached CMP Materials List, which are required for and contained in the complete procurement item. The exceptions to this rule will be (1) Government Furnished Equipment produced by other Prime Consumers, (2) Class B products as defined. In the case of both of these exceptions the Bill of Materials is to list by name and part number (if available) the quantity or dollar value of each of these items required in the complete procurement item, and is to show the time interval required between receipt of class B items as such and final acceptance or delivery of the procurement item.

2. The presentation of Summary Bills of Materials should not be delayed awaiting the accumulation of net weight information. The submission of such net weight data may be deferred until a later date.

3. All materials are to be reported in terms of the unit of measure indicated on the attached CMP Materials List. Particular care should be taken to indicate clearly the decimal position in reporting these weights.

4. The Prime Consumer must maintain Bills of Materials on all procurement items on a current basis at all times by submitting revisions indicating the effect of all engineering or specification changes which substantially alter the total quantity of any material required during a month.

5. The Bill of Materials is to include all material on the CMP Materials List incorporated in the finished product (except in parts on the excluded lists), including, for example, material deposited in plating and packaging when specified as an integral part of an item of procurement. Materials indirectly used in the manufacturing process should be omitted, such as grinding wheels, factory maintenance operating and testing supplies.

6. In reporting small purchased assemblies, which in the aggregate consume small quantities of the listed materials, it will be satisfactory to accept from the secondary consumer supplying such assemblies, a prototype Bill of Materials noting the basis of the Bill of Materials.

7. At the specific request of the Agency involved, the specifications or chemical analysis and size range of materials shall be shown on the Detail Bill of Materials.

8. At the request of the Claimant Agency the prime consumer will indicate for the materials listed in his summary Bill of Materials, approximate lead times as defined. If the manufacturing period is relatively short, a single lead time may be sufficient. Where the manufacturing time is relatively long and where the delivery of a material is required at varying time intervals, this should be indicated. In such cases, the quantity required at each time interval should be listed separately on the Summary Bill of Materials and the lead time listed in the appropriate column.

9. In order to eliminate, so far as practicable, all unnecessary work, those consumers who have already furnished Bills of Materials of one type or another should consult the Claimant Agency involved to ascertain whether such data are in sufficient detail to meet the requirements of these instructions. In all cases where a prime consumer wishes to submit his Bills of Materials on a form other than that included with these instructions, permission must be obtained from the Agency requesting the Bill of Materials to use such a form.

10. In order to obtain complete and accurate information it is desirable to have a definite group assigned to prepare Bills of Materials information. This group should contain individuals familiar with engineering specifications and with production materials and methods. However, the exact method used by a prime consumer to produce Bills of Materials is his own responsibility, providing the information compiled is as requested.

11. While it is imperative that a Summary Bill of Materials be submitted by the Consumer, in certain instances Detail Bills of Materials will also be required by the Claimant Agency involved. Regardless of whether or not the Detail Bill of Materials is requested, the Consumer will find the Detail Bill of Materials form useful as a work sheet in accumulating the data to be furnished in the Summary Bill of Materials.

12. The presentation of a Summary Bill of Materials to the Claimant Agency involved should not be delayed awaiting the preparation of the Detail Bill of Materials in its final form. The submission of the Detail Bill of Material may be deferred until a later date if such delay is anticipated.

Detail Bill of Material.

a. The Detail Bill of Materials (see attached form) should be prepared from the engineering parts list and should show an analysis by CMP materials of each component part (excluding GFE and Class B items) of the procurement item under the following headings:

- (1) Drawing or part number.
- (2) Part Name.
- (3) Specification or chemical analysis of the material (only to be furnished when specifically requested.)

Parties in the Detail Bill of Materials should be arranged in functional groups. In general these groupings should be determined by the Prime Consumer in accordance with his own company or industry practice and should be modified only to the degree necessary for adequate scheduling by the Claimant Agencies. This will usually require a segregation from the basic unit of procurement of extra parts, spare part sets and accessory equipment shipped concurrently with the procurement item.

e. When reporting small purchased assemblies excluding Class B products, which are not generally separated into individual parts by the purchaser, the analysis, may, subject to the approval of the Claimant Agency involved, be made for the entire assembly without detail as to each individual part, except for individual pieces or subassemblies which may be furnished in spare part sets. Components of purchased assemblies should be listed in a group immediately following the name and part number of the assembly in order that they may be identified readily as parts of such assembly.

f. It may be necessary in some cases to make a quick engineering estimate of approximate material requirements by grouping without detail small items which require negligible amounts of material. In each instance where this procedure is used, a notation on the Bill of Materials should indicate the manner in which such material estimates were calculated.

a. The Summary Bill of Materials (see attached form) shall show total amounts of each material shown on the CMP Materials List required for a procurement item as follows:

- (1) Controlled Material List name.
- (2) Controlled Materials List Code number.
- (3) Total net weight.
- (4) Total gross weight, including rejections, etc.
- (5) Lead Time or Lead Times.

b. Any further analysis by functional or other grouping need be made only at the specific request of the Claimant Agency requesting the Bill of Materials, and should be considered as a limited and non-recurring special study.

c. The Summary Bill of Materials shall contain a separate list of Class B items incorporated in the procurement item being reported, showing the name, part number and time interval as explained in the instructions.

DETAIL BILL OF MATERIALS—FOR CONTROLLED MATERIALS PLAN

PROCUREMENT ITEM TYPE						MODEL		Reporting Consumer ADDRESS	
Material for—procurement items									
Line	Drawing or Part Number	Part Name	Specification or Chem. Anal. of Material	CMP Code No.	Weight (pounds) Gross Incl. Rejections etc. Net	No. of Parts	Total Weight (pounds) Gross Incl. Rejections etc. Net		
1									
2									
3									
etc.									

(Tentative, subject to change before official release)

SUMMARY BILL OF MATERIALS—FOR CONTROLLED MATERIALS PLAN

PROCUREMENT ITEM.....
TYPE.....
MODEL.....
Material for—procurement items.....
Reporting Consumer.....
ADDRESS.....

Line No.	MATERIAL (See CMP Materials List)	CMP Material Code No.	Total Weight (pounds)		Lead Time (No. of Months)
			Net	Gross Incl. Rejections Etc.	
1					
2					
3					
4					
etc.					

Signature of authorized official.....Date.....Sheet No.....of.....Sheets

CMP MATERIALS LIST

Units: pounds except for wood

Controlled Materials.

Aluminum
Copper and Copper Base Alloys
Steel

Other Materials.

Beryllium
Cadmium
Cobalt—other than as an alloying element
Cordage Fibers
 a. Manila
 b. Sisal
 c. Jute
 d. Istle
Magnesium
Mercury
Mica—other than ground mica
Monel—natural
Nickel—other than as an alloying element
Nylon
Rayon—high tenacity
Rubber
 a. Crude
 b. Liquid Latex
 c. Reclaimed
 d. Synthetic
Tin
Tungsten—other than as an alloying element
Wood
Zinc

ALUMINUM PRODUCT CLASSIFICATION

OMP Materials Code Number	Material	Code in Official Classification List of Raw and Basic Industrial Materials
	Bar and rod (excluding requirements for stock for wire, forgings, rolled structural shapes, and electrical cable)-----	201-02
	By sizes:	
201-02-01	1/8"-3/4" inclusive-----	Maximum diameter (for rounds & ovals) Maximum distance be- tween faces (for squares, hexagonals, octagonals rectangles)
201-02-03	Over 3/4"-1 1/2" inclusive-----	
201-02-05	Over 1 1/2"-3" inclusive-----	
201-02-07	Over 3"-----	
201-05-00	Wire.—Wire covers maximum diameters under 3/8" in rounds, ovals, squares, hexes, octagonals, and rectangles-----	201-05
201-06-00	Cable (electrical transmission only)-----	201-06
201-09-00	Forgings and pressings (before machining)-----	201-09
	Castings (before machining)-----	201-11
201-11-01	From high grade ingot*-----	201-13
201-11-02	From other than high grade ingot*-----	201-14
		201-15
201-22-00	Rolled structural shapes (angles, channels, zees, tees, etc.)-----	201-22
	Extruded shapes:	
201-27-00	2S, 3S, 53S, and 61S alloys-----	201-27
201-28-00	All alloys except, 2S, 3S, 53S and 61S-----	201-28
	Sheet, strip and plate—excluding stock for foil, impact extrusions, and forgings	
201-37-00	2S and 3S alloys-----	201-37
201-38-00	Alloys other than 2S and 3S-----	201-38

OMP Materials Code Number	Material	Code in Special Classification List of Raw and Basic Industrial Materials
	Tubing:	
201-46-00	2S and 3S alloys-----	201-46
201-47-00	Alloys other than 2S and 3S-----	201-47
201-51-00	Powder-----	201-51
		201-52
		201-53
		201-54
		201-55
201-71-00	Foil (.005" and thinner)-----	201-71
201-73-00	Impact extrusions-----	201-73
	Ingot—excluding ingot for aluminum castings, sheet, plate, strip, rod, bar, extrusions, and powder-----	201-19
201-19-00	High grade*-----	
201-19-02	Low grade*-----	

*Low grade ingot means any aluminum which contains copper in excess of 4% by weight, and either iron or zinc in excess of 1% by weight.

MAGNESIUM PRODUCT CLASSIFICATION

<u>CMP Materials</u> <u>Code Number</u>	<u>Material</u>	<u>Code in Official</u> <u>Classification</u> <u>List of</u> <u>Raw and Basic</u> <u>Industrial</u> <u>Materials</u>
217-01	Extrusions: excluding extruded stick and forging stock-----	217-02 217-23 217-45
217-09	Forging, before machining-----	217-09
217-11	Sand Castings, heat treated, before machining-----	217-11
217-12	Sand Castings, not heat treated, before machining-----	217-12
217-13	Permanent and semi-permanent mold castings, heat treated, before machining-----	217-13
217-14	Permanent and semi-permanent mold castings, not heat treated, before machining-----	217-14
217-15	Die Castings, before machining-----	217-15
217-19	Ingot and extruded stick, excluding requirements for ingot for magnesium; castings; extrusions; sheet, strips, and plate; and powder-----	217-19 217-75 217-30
217-30	Sheet, strip, plate-----	217-81
217-81	Powder-----	217-82 217-83 217-84 217-85 217-86 217-87

COPPER PRODUCT CLASSIFICATION

<u>CMP Materials</u> <u>Code Number</u>	<u>Material</u>	<u>Code in Official</u> <u>Classification</u> <u>List of</u> <u>Raw and Basic</u> <u>Industrial</u> <u>Materials</u>
<i>Brass Mill Products</i>		
<i>Copper Base Alloys</i>		
207-80	Ammunition Cups, discs and slugs-----	no number
206-32	Sheet and strip (other than cups and discs)-----	206-32 207-32
206-04	Rods, bars, and wire (including extruded shapes, not including slugs)-----	206-04 206-08 206-23 207-04 207-08 207-23
206-41	Tubing or pipe-----	206-41 206-42 206-43 207-41 207-42 207-43
<i>Copper</i>		
212-32	Plate, sheets and strip-----	212-32
212-19	Rods and bars, including extruded shapes (not including wire bars and ingot bars)-----	212-19 212-41
212-41	Tube and pipe-----	212-42 212-43
<i>Wire Mill Products</i>		
<i>Copper</i>		
212-08	Wire and cable (including copper content of insulated wire and cable)-----	212-08
<i>Foundry Products</i>		
<i>Copper and Copper Base Alloys</i>		
206-01	Castings-----	206-10 207-10 212-10

COPPER DEFINITIONS

A brass mill product means sheet, wire (other than electrical), rod or tube made from copper or copper base alloy.

A wire mill product means bare or insulated wire or cable for electrical conduction made from copper.

A foundry product means cast copper or copper base alloy shapes or forms suitable for ultimate use without rolling, drawing, extruding, or forging. The process of casting includes the removal of gates, risers and sprues, and sand blasting, tumbling or dipping, but does not include any further machining or processing.

Copper base alloy means any alloy in the composition of which the percentage of copper metal by weight equals or exceeds 40% of the total weight of the alloy.

Gross weight of copper or copper base alloy product is defined as the weight of the product delivered from a brass mill, wire mill or foundry.

Net weight of copper or copper base alloy product is defined as the weight of the material in the finished item.

ZINC PRODUCT CLASSIFICATION

CMP Materials Code Number	Material	Code in Official Classification List of Raw and Basic Industrial Materials
	Zinc other than as an alloying element.....	234-92
		234-93
		234-94
	By grades:	
234-92-01	Special high grade, high grade and intermediate—zinc content of 99.5% or higher	No number
234-92-02	Brass special, selected, and prime Western.....	No number

STEEL PRODUCT CLASSIFICATION

CMP Materials Code Number	Material	Code in Official Classification List of Raw and Basic Industrial Materials
CARBON STEEL (Grades 00, 10, 11 and 13)		
103-11	Bars, cold finished	103-85 103-86 103-87
103-21	Bars, hot rolled	103-81 103-82 103-83 103-84 125-81
119-01	Ingot, billets, blooms, slabs, tube rounds, skelp and sheet and tin bar	119-00 161-00 139-00
145-11	Pipe	145-86 145-87 145-88 135-81
135-01	Plates	135-82 135-83 135-84 135-85 135-86 135-87 162-81
162-01	Rails and track accessories	162-89 164-00
131-01	Sheets and strip	131-80 131-81 131-82 131-83 131-84 131-85 131-86 131-87 131-88 131-89 131-90
110-01	Steel Castings	110-81 110-82 110-83 110-89
125-01	Structural shapes and piling	125-82 125-83 163-81 163-82
165-01	Tin plate, terne plate, and tin mill black plate	165-00

CMP Materials Code Number	Material	Code in Official Classification List of Raw and Basic Industrial Materials
145-21	Tubing	145-80 145-81 145-82 145-83 145-84 145-85 167-00
167-01	Wheels and axles	105-81
105-01	Wire rods, wire, and wire products	105-82 105-83 105-84 105-85 105-86 105-89
ALLOY STEEL—Including Stainless (all other grade codes)		
103-12	Bars, cold finished	103-85 103-86 103-87
103-22	Bars, hot rolled	103-82 103-83 103-84
119-02	Ingots, billets, blooms, slabs, tube rounds, sheet bar	119-00 139-00 161-00
145-12	Pipe	145-86 145-87 145-88
135-02	Plates	135-81 135-82 135-83 135-84 135-85 135-86 135-87
131-02	Sheets and strip	131-80 131-81 131-82 131-83 131-84 131-85 131-86 131-87 131-88 131-89

CMF Materials Code Number	Material	Code in Official Classification List of Raw and Basic Industrial Materials
110-02	Steel castings-----	110-81 110-82 110-83 110-89 145-80 145-81 145-82 145-83 145-84 145-85 167-00
145-22	Tubing-----	105-81 105-82 105-86
167-02	Wheels and axles-----	
105-02	Wire rods, wire, and wire products-----	

DEFINITIONS

Carbon Steel:

All Steel other than alloy steel.

Alloy Steel:

Steel is classified alloy when the maximum of the American Iron and Steel Institute standard ranges given for alloying elements exceeds one or more of the following limits:

Manganese in excess of 1.65% maximum;

Silicon in excess of 0.60% maximum;

Copper in excess of 0.60% maximum;

Aluminum, chromium, cobalt, columbium, molybdenum, nickel, titanium, tungsten, vanadium, zirconium, or any other alloying element in any amount specified or known to have been added to obtain a desired alloying effect.

Bars, Hot Rolled:

Concrete Reinforcing Bars—These are hot rolled from billet steel, rail steel, or steel axles, and are further described as plain or deformed bars, used to resist tension, compression, or shear forces in concrete.

All Other—These include rounds, half rounds, ovals, half ovals, squares, flats, hexagons, octagons, special sections and angles, channels, tees, and zeos, under 3" maximum cross-sectional dimension but excluding angles, tees, zeos, channels and beams 3" and larger in maximum cross-sectional dimensions (see Structural Shapes below). Hot rolled bars are produced from billets or blooms to specified dimensions within standard tolerances without subsequent processing of the bars for accuracy or surface polish. They are commonly cut into straight lengths but in small sizes may be produced in coils.

For complete details as to description of hot rolled carbon steel bars and alloy steels see Steel Products Manuals covering these products, issued by the American Iron and Steel Institute.

Bars, Cold Finished:

Cold finished steel bars are produced from hot rolled material by several cold finishing processes, for the purpose of removing decarburization, improving surface finish, dimensional accuracy, alignment, or machinability; also in the case of cold drawn and cold rolled material, to increase the yield strength and tensile strength. Cold reduction processes and surface improvement processes used singly or in combination include cold drawing, cold rolling, turning, grinding, polishing, and straightening.

Semi-Finished Steel:

Ingots—Ingots are steel castings of different shapes and sizes in an unworked condition and of suitable form for subsequent working by rolling or forging.

Blooms, Billets, and Slabs—are hot-rolled or forged from ingots to approximate cross-sectional dimensions with rounded corners.

Forging Quality Blooms, Billets, and Slabs; Squares not less than 4 x 4" cross section dimension. Rectangles other than squares minimum cross sectional area 16 square inches; minimum thickness 2".

For complete details as to description of semi-finished products see Steel Products Manuals covering Carbon Steel Semi-finished Products and Alloy Steels, issued by the American Iron and Steel Institute.

Tube Rounds—Rounds used for manufacturing seamless pipe and tubing.

Skep—Flat rolled steel used for the manufacture of welded pipe.
Sheet and Tin Bar—Slabs used for re-rolling into sheets and tin plate.

Pipe:

Standard—Standard pipe is used for conveying air, gas, steam, water, oil, and other fluids for miscellaneous purposes at relatively low pressures.

Line—Line pipe is used for distance transportation of water, gas or oil.

Oil Country Goods—Oil Country Goods is a collective term applied in the oil and gas industries for three kinds of pipe used in wells; namely, casing, tubing, and drill pipe.

Plates:

Comprise that group of flat, hot rolled, finished steel products which includes:

- 3/16" (0.1875 in.) or thicker, over 48" wide, for carbon steel.
- 3/16" (0.1875 in.) or thicker, over 10" wide, for stainless steel.
- 1/4" (0.250 in.) or thicker, over 6" wide, for carbon steel.
- 1/4" (0.250 in.) or thicker, over 12" wide, for alloy steel (except stainless).
- 7.65 lb. per square foot or heavier, over 48" wide, for carbon and alloy steel.
- 10.2 lb. per square foot or heavier, over 6" wide, for carbon steel.
- 10.2 lb. per square foot or heavier, over 12" wide, for alloy steel.

Plates are produced either from slabs or direct from ingots by hot-rolling. They are termed sheared plates or sheared mill plates when rolled between horizontal parallel rolls only, and trimmed on all edges. They are termed universal plates or universal mill plates (abbreviated U. M. plates) when rolled between horizontal and vertical parallel rolls, and trimmed on the ends only.

Rails and Track Accessories:

Include rails, angle bars, fish bars, rail joints, splice bars, clip bolts, cut track spikes, frogs and switches, gage rods, guard rail clamps, guard rails, nut locks, rail anchors, rail clips, screw spikes, switch stands, tie plates, track bolts, S-irons and rail braces.

Sheets and strip:

This group comprises:

Flat rolled carbon products which include .2499" to and including .2030" thick, over 6" to and including 48" wide; .2029" to and including .1875" (3/16") thick to and including 48" wide; under .1875" thick, any width mill can produce;

Stainless flat rolled products up to but not including .1875" (3/16") thick, any width;

Alloy flat rolled (except stainless) products up to but not including 3/4" thick, any width.

Steel Castings:

Cast steel is steel that is poured into and allowed to solidify in metal or refractory moulds. Steel castings are any cast steel objects that do not require further mechanical working.

Structural Shapes:

General term applied to flanged sections (3" and over cross-sectional dimension), including Channel, I, L, Z, or T shapes, for construction of

buildings, bridges, ships, transmission towers, railroad cars and many other structural purposes.

(1) American Standard Sections is the designation applied to the series of I-beams, channels, and large angles originally established in 1896 by the Association of American Steel Manufacturers.

(2) Wide Flange Sections are those I and H-shaped beams and columns that are rolled on mills having both vertical and horizontal rolls, by which method it is possible to produce flanges much wider than those of the standard beams, with inside and outside faces of the flanges parallel or with a very slight taper on the inside face.

Piling:

Steel sheet piling consists of rolled steel shapes having interlocks along two opposite edges rolled integrally, for the purpose of interlocking the edges of each unit to the edge of adjacent similar unit in order to create a continuous steel wall.

Tin Plate, Terne Plate, and Tin Mill Black Plate:

Includes hot rolled, cold rolled, hot dip and electrolytic tin and terne plate. Tin mill black plate is a flat rolled product .0141" and thinner in thickness, over 12" to 32" inclusive wide.

Tubing:

Mechanical—Welded or seamless in standard or special shapes and sizes to standard or special tolerances, hot finished or cold drawn, used for a variety of mechanical purposes without being hydrostatically tested.

Pressure—Includes boiler tubing and other tubing subject to heat and pressure; tubing of various types subject to water and steam, internal and external pressure at elevated temperatures. Sizes refer to actual outside diameter and minimum wall thickness.

Wheels and Axles:

Wheels—Wrought steel wheels are steel wheels for railroad and transit service, formed by heating steel blocks to a malleable condition and subsequently forming to size by a series of forging and rolling operations.

Axles—A steel axle is a special shaft or spindle on which a wheel is mounted, that is made from a bloom or billet heated to a malleable condition and subsequently forged to desired shape.

Wire Rods, Wire, and Wire Products:

Includes wire rods, drawn wire, barbed and twisted wire, woven wire fence, wire nails and staples, wire bale ties, wire rope and strand, welded fabric, and all other wire products.

Examples for Use in Determining Gross Weight

Forgings—Weight of billet, bloom, or bar used to produce forgings, including allowance for bar ends, etc.

Castings—Rough casting weight before machining, less sprues, risers, etc.

Parts made from Sheet or Plates—Weight of sheet or plate required to make the specified part. Where more than one piece is obtained from a sheet or plate, the weight should be distributed according to the amount of material used to produce each piece.

WOOD

CMP Materials Code Number	Material	Code in Special Classification List of Raw and Basic Industrial Materials
431-00-00	Lumber (Unit: Board feet)----- Aircraft: Show thickness, length and specie, Boats Strips: Show thickness, length and specie. Barges Lighters Pontoon Bridges: Show thickness, length and specie. Vehicles: Show thickness only. All other:	(No applicable code numbers)
441-00-00	Plywood—Interior grade----- (No Specie under Softwood needed) (Show on $\frac{3}{8}$ " basis.)	(No applicable code numbers)
442-00-00	Plywood—Exterior grade----- (Show Specie and thickness)	(No applicable code numbers)
	<i>Thickness—Use fourth digit from left.</i>	
	1. $\frac{1}{8}$ inch or less	
	2. $\frac{1}{4}$ inch	
	3. $\frac{3}{8}$ inch— $\frac{1}{2}$ inch	
	4. $\frac{1}{2}$ inch	
	5. $\frac{1}{2}$ inch— $\frac{3}{4}$ inch	
	6. $\frac{3}{4}$ inch to 2 inch	
	7. 2 inch—4 inch	
	8. 4 inch or over.	
	<i>Length—Use fifth digit from left.</i>	
	1. 16' and under	
	2. 16' but not over 24'	
	3. 24' but not over 32'	
	4. 32' but not over 40'	
	5. Over 40'.	
	<i>Specie—Use sixth and seventh digits from left.</i>	
	<i>Softwood</i>	
	01. Douglas fir	
	02. Sitka spruce and alternates	
	03. Ponderosa pine	
	04. Southern yellow pine	
	05. Other.	
	<i>Hardwood</i>	
	11. Birch	
	12. White oak	
	13. White ash	
	14. Gum	
	15. Walnut	
	16. Yellow poplar	
	17. Mahogany	
	18. Other.	

CMP Materials Code Number	Material	Code in Official Classification List of Raw and Basic Industrial Materials
204-91	Beryllium-----	204-91 204-92 204-93
208-91	Cadmium-----	208-19 208-91 208-92 208-93
210-00	Cobalt-----	210-00 210-92 210-93
482-81	Cordage Fibers Manila-----	482-81 482-82
487-00	Sisal-----	487-00
480-00	Jute-----	480-00
479-01	Istle-----	479-01 479-02 479-03 479-04
218-00	Mercury-----	218-00 218-91 218-92
354-80	Mica-----	354-80 354-81 354-82 354-83 354-84 354-85 354-86 354-87 354-88 354-89 355-80 355-81 355-82 355-83 355-84 355-85 355-86 355-87 355-88 355-89

CMP Materials Code Number	Material	Code in Special Classification List of Raw and Basic Industrial Materials
220-02	Monel—Natural	220-02 220-05 220-10 220-20 220-33 220-40
221-02	Nickel (other than as an alloying element)	221-02 221-05 221-10 221-20 221-33 221-40 221-92 221-93 221-98 483-00
483-00	Nylon	483-00
484-81	Rayon—High Tenacity	484-81 484-82 484-83 485-81 485-82 485-83 744-00 745-00 745-01 745-02 745-03 745-04 745-05 745-09
485-81	Rubber—Crude	485-81
485-82	Rubber—Latex	485-82
485-83	Rubber—Reclaimed	485-83
744-00	Rubber—Synthetic	744-00 745-00 745-01 745-02 745-03 745-04 745-05 745-09
229-92	Tin	229-92 229-93 229-98 231-50 231-92 231-93
231-00	Tungsten (other than as an alloying element)	231-00 231-92 231-93

EXHIBIT 2

CLASS B PRODUCT LIST

(This list is given only as a general indication of the type of items to be classified as Class B products. A definitive classification will be issued promptly.)

Agricultural machinery and equipment
Air conditioning equipment
Batteries
Bearings; ball and roller
Bolts, nuts, rivets, screws and washers
Blowers and fans; blast, blower type, exhaust drying, forced draft, and industrial including dust collecting apparatus
Communication equipment
Compressors and vacuum pumps; reciprocating, centrifugal, turbo-blowers and rotary
Condensers, steam, including surface, jet and barometric
Construction machinery and equipment
Consumers' durable goods
Containers
Electrical apparatus for internal combustion engines
Fasteners, textile and leather
Furniture
General industrial machinery other than components of Class A products, including elevators, conveying equipment, industrial trucks, etc.
Generators, electric
Hardware
Health equipment and supplies
Heat exchangers
Instruments for indicating, regulating, and recording temperature, pressure flow, liquid level, humidity, movement, time and electrical quantities
Machine tools and metal working machinery
Mining machinery and equipment
Motors, electric, and motor generator sets
Office and service machinery
Petroleum machinery
Piston rings
Plumbing fittings and supplies and plumbers' specialties such as fixture fittings and trim
Plumbing, heating and cooking equipment
Power boilers and auxiliary equipment
Power equipment and public utility equipment including electric, gas, water, central heating and other public utility apparatus and equipment
Pumps, power driven except measuring and dispensing pumps
Refrigeration, commercial and industrial

Safety and technical equipment

Spark plugs

Special industrial machinery, including food machinery, rubber working machinery, wood-working machinery, etc.

Switchgear, panelboards, switchboards, motor controls, switches, circuit breakers, and other electrical control equipment and accessories

Transformers

Transportation equipment (including automotive)

Turbines, land and marine

Valves

Welding rods and electrodes

Wiring devices and supplies including electric fuses and pole line hardware and insulators

This list is intended to include certain specified types of intermediate products or component parts which may be included in either Class A or other Class B products and, in addition, all civilian-type end products. For a specific list of civilian-type end products, reference should be made to the instructions to be furnished regarding types of bills of materials which manufacturers of each type and product within both Classes A and B are to be requested to provide.

EXHIBIT 3

(Tentative, subject to change before official release)

PROGRAM DETERMINATION

Pursuant to Program Determination No. _____ of this date, the _____ is authorized to make Controlled
(Claimant Agency)
Materials allotments for delivery in connection with _____
Program during the _____ quarter of 194_____ to the
amount specified below:

	First Month	Weight Second Month	Third Month
STEEL:			
Carbon Steel.....	-----	-----	-----
Alloy Steel.....	-----	-----	-----
COPPER & COPPER BASE ALLOYS:			
Wire Mill Products.....	-----	-----	-----
Brass Mill Products.....	-----	-----	-----
Foundry Products.....	-----	-----	-----
ALUMINUM:			
(Such Breakdowns as may be decided upon).....	-----	-----	-----

EXHIBIT 4

(Tentative, subject to change before official release)

Form No.

UNITED STATES OF
AMERICAAPPLICATION FOR
ALLOTMENT NUMBER
TO PURCHASE CONTROLLED
MATERIALS

Bureau of the Budget No. Approval Expires

Date of Application

Claimant Agency or Company to which Application
is made:

Procurement Item or End Product

Name and Address of Applicant

Prime Contract Number and/or Purpose

Name, Title and Address of Authorized Company Representative:

Quantities of End Products or Procurement Items to be Produced from Controlled
Materials

Month	Year	Unit of Meas.	Name of Product:		Do Not Use
			Quantity (No. of Units)	Value ¹ (Thous. of dollars)	
Jan					
Feb					
Mar					
Apr					
May					
Jun					
Jul					
Aug					
Sep					
Oct					
Nov					
Dec					
Total					

¹ Value to be shown only at direction of Claimant Agency.

CERTIFICATION

The undersigned certifies that the information contained in this report is complete and correct to the
best of his knowledge and belief.

Name of Company

Signature of Authorized Official

Date

Title

Section 35 (a) of the United States Criminal Code, 18 U. S. C. A. 80, makes it a criminal offense to make
a false statement or representation to any department or agency of the United States as to any matter within
its jurisdiction.

(Tentative, subject to change before official release)

REQUIREMENTS OF CONTROLLED MATERIALS FROM SUPPLIERS

Month	Year	Steel—Net Tons of Steel Products		Specify Below Copper or Copper Base Alloy Shapes Using CMP Materials List (Pounds)											
		Carbon	Alloy												
Jan															
Feb															
Mar															
Apr															
May															
Jun															
Jul															
Aug															
Sep															
Oct															
Nov															
Dec															
Total															

Month	Year	Specify Below Aluminum Shapes Required Using CMP Materials List (Pounds)													
Jan															
Feb															
Mar															
Apr															
May															
Jun															
Jul															
Aug															
Sep															
Oct															
Nov															
Dec															
Total															

Month	Year	At the Direction of the Claimant Agency Specify Below Additional Shapes from CMP Materials List													
Jan															
Feb															
Mar															
Apr															
May															
June															
July															
Aug															
Sep															
Oct															
Nov															
Dec															

(Addition sheets may be attached as required)

(Tentative, subject to change before official release)

UNITED STATES OF AMERICA

ASSIGNMENT OF ALLOTMENT NUMBER

and

AUTHORIZATION TO PURCHASE CONTROLLED MATERIALS

Name and Address of Company

Prime Contract Numbers and/or Purpose

Procurement Item or Product

PROGRAM ALLOTMENT NUMBER

(Agency)

(Program Number)

(Authorized Schedule)

(First month thru

(Last month)

ASSIGNED PREFERENCE RATING

You are hereby authorized to apply the above ALLOTMENT NUMBER to your orders for controlled materials and the above PREFERENCE RATING to your orders for other materials needed to fulfill your obligations in connection with the "prime contract numbers and/or purpose" shown above, except that, quantities of controlled materials must be ordered for shipment from the producer in the amount and during the month specified on the reverse side of this sheet, and, quantities of other materials and fabricated parts must be ordered so that your receipts do not exceed those quantities necessary to meet the authorized production schedule specified on the reverse side of this sheet.

(Company or Claimant Agency)

(Signature and title of authorized official)

(Date)

(Tentative, subject to change before official release)

ALLOTMENTS OF CONTROLLED MATERIALS FOR AUTHORIZED PROGRAM

Month	Year	Steel—Net Tons of Steel Products		COPPER OR COPPER BASE ALLOYS (POUNDS)							
		Carbon	Alloy								
Jan											
Feb											
Mar											
Apr											
May											
June											
July											
Aug											
Sept											
Oct											
Nov											
Dec											
Total											

Month	Year	ALUMINUM (POUNDS)									
Jan											
Feb											
Mar											
Apr											
May											
Jun											
Jul											
Aug											
Sep											
Oct											
Nov											
Dec											
Total											

Month	Year	Unit of Meas.	Name of Product:		For Gov. Use
			Quantity (No. of Units)	Value (Thous. of Dollars)	
Jan					
Feb					
Mar					
Apr					
May					
Jun					
Jul					
Aug					
Sep					
Oct					
Nov					
Dec					
Total					

AUTHORIZED
PRODUCTION
SCHEDULEAUTHORIZED
PRODUCTION
SCHEDULE

EXHIBIT 5

(Tentative, subject to change before official release)

EXTENSION OF ALLOTMENT

CONTROLLED MATERIALS ALLOTMENT						
Allotment No.	Steel (Net Tons)		Copper & Copper Base Alloy (Cu. Content in Tons of 2000 Lbs.)			Aluminum Pounds
	Carbon	Alloy	Brass Mill Products	Wire Mill Products	Foundry Products	
W-123-4567-01						
W-123-4567-02						
W-123-4567-12						

This authorization to procure the materials specified opposite the months indicated, or as shown on the attached sheet, must be in accordance with the provisions of _____

(Date)

(Signed)

EXHIBIT 6 (RED)

(Tentative, subject to change before official release)

WAR PRODUCTION BOARD

COPPER PURCHASE AUTHORITY

To _____
Name of Producer_____
Address

I hereby certify that authority to purchase the products specified below, and covered by attached Order No. _____, dated _____, has been extended to me on the allotment numbers listed.

I further certify that this tonnage, plus all other tonnage ordered or extended by me under these allotments, does not exceed the total tonnage authorized.

Product	Tons of 2000 lbs. (Copper Content)	Month of Shipment	Allotment No.	Entered or Rejected*
Sheet	_____	_____	_____	_____
Strip	_____	_____	_____	_____
Rods	_____	_____	_____	_____
Tubing	_____	_____	_____	_____
Wire	_____	_____	_____	_____
Castings	_____	_____	_____	_____
_____ (Company)				
_____ (Authorized Official or Agent)				

*If rejected, state reason _____
(Space for producer's stamp)

(Use of this Form at option of Controlled Materials Branch)

EXHIBIT 6 (BLUE)

(Tentative, subject to change before official release)

WAR PRODUCTION BOARD
STEEL PURCHASE AUTHORITY

To _____
Name of Producer

Address

I hereby certify that authority to purchase the products specified below, and covered by attached Order No. _____, dated _____, has been extended to me on the allotment numbers listed.

I further certify that this tonnage, plus all other tonnage ordered or extended by me under these allotments, does not exceed the total tonnage authorized.

Product		Net Tons	Month of Shipment	Allotment No.	Entered or Rejected
Code No.	Description				
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

(Company)

(Authorized Official or Agent)

*If rejected, state reason.....

(Space for producer's stamp)

(Use of this Form at option of Controlled Materials Branch)

EXHIBIT 7

(Tentative, subject to change before official release)

INVENTORY REPORT

INSTRUCTIONS FOR PREPARATION OF FORM PD-

1. "Plant Report of Inventories of Critical Materials" (PD-----) must be filed in ----- for every plant which in the preceding quarter used a total of more than \$----- of all critical materials in the shapes specified. The Report must be filed within ----- days after the close of each quarter with the Materials Redistribution Branch, War Production Board, Washington, D. C.

2. All inventory figures must represent materials in the form in which they were purchased. Do not include any material partially processed by you. All figures must be given in the units specified.

3. *Column 3.* Enter in this column the total raw materials put into process in this plant during the previous quarter whether withdrawn from inventories or put into production when received. Materials used for repair and maintenance of plant and equipment and operating supplies are to be included.

4. *Column 4.* Include all inventory in this plant as of the end of the quarter. Figures entered here must be the sum of columns 5, 6 and 7.

5. *Columns 5 and 6.* Usable inventories are those which can be used in production. Separate such inventories, placing in Column 5 those which are usable in production during the ----- days immediately following the date to which the inventory applies, and entering in Column 6 figures for the remainder of your *usable* inventory.

Column 7. Enter in Column 7 all holdings of materials which you do not or cannot use because they consist of odd sizes, are obsolete, are no longer required because of conversion, or because of limiting or prohibiting orders of the War Production Board or other Federal Agencies. All materials listed in this column are subject to sale or requisitioning by the War Production Board.

BUREAU OF THE BUDGET NO.
APPROVAL EXPIRESFORM
PAGE 1

(Tentative, subject to change before official release)

UNITED STATES OF AMERICA
WAR PRODUCTION BOARDPLANT REPORT ON INVENTORIES OF CRITICAL MATERIALS—IRON
AND STEEL

NAME AND ADDRESS OF COMPANY.....

NAME AND ADDRESS OF PLANT TO WHICH THIS REPORT APPLIES.....

Item No.	Description of Material	Unit of Measure	Used Previous Quarter	Inventory as of End of Previous Quarter		
				Usable		Non-usable
				Total	In Production During Next... Days	
(1)	(2)	(3)	(4)	(5)	(6)	(7)
	CARBON STEEL.					
	Ingot, Blooms, Billets, Slabs, Tube Rounds, Skelp, and Sheet and Tin Bars.....	Net Tons				
	Structural Shapes and Filing.....	Net Tons				
	Plates.....	Net Tons				
	Rails and Track Accessories.....	Net Tons				
	Hot Rolled Bars.....	Net Tons				
	Cold Finished Bars.....	Net Tons				
	Pipe.....	Net Tons				
	Tubing.....	Net Tons				
	Wire Rods, Wire, and Wire Products.....	Net Tons				
	Tin Plate, Terne Plate and Tin Mill Black Plate.....	Net Tons				
	Sheets and Strip.....	Net Tons				
	Wheels and Axles.....	Net Tons				
	Steel Castings.....	Net Tons				
	Total Carbon Steel (Items .. to ..)					
	ALLOY STEEL—INCLUDING STAINLESS:					
	Ingot, Blooms, Billets, Slabs and Tube Rounds.....	Net Tons				
	Plates.....	Net Tons				
	Hot Rolled Bars.....	Net Tons				
	Cold Finished Bars.....	Net Tons				
	Pipe.....	Net Tons				
	Tubing.....	Net Tons				
	Wire Rods, Wire, and Wire Products.....	Net Tons				
	Sheets and Strip.....	Net Tons				
	Wheels and Axles.....	Net Tons				
	Steel Castings.....	Net Tons				
	Total Alloy and Stainless Steel (Items .. to ..)					

FORM

PAGE 2

(Tentative, subject to change before official release)

UNITED STATES OF AMERICA

WAR PRODUCTION BOARD

PLANT REPORT ON INVENTORIES OF CRITICAL MATERIALS—COPPER
AND COPPER-BASE ALLOY PRODUCTS

NAME AND ADDRESS OF COMPANY.....

NAME AND ADDRESS OF PLANT TO WHICH THIS REPORT APPLIES.....

Item No.	Description of Material	Unit of Measure	Used Previous Quarter	Inventory as of End of Previous Quarter		
				Usable		Non-usable
				Total	In Production During Next... Days	
(1)	(2)	(3)	(4)	(5)	(6)	(7)
	Brass Mill Products:					
	Copper Products:					
	Plates, Sheet, and Strip.....	Lbs.				
	Rods and Bars including extruded shapes (not including wire bars or ingot bars).....	Lbs.				
	Tube and Pipe.....	Lbs.				
	Copper-base Alloy Products:					
	Plates, sheet and strip (not including cups and discs).....	Lbs.				
	Ammunition cups, discs, and slugs.....	Lbs.				
	Rods and wire bars, including extruded shapes (not including slugs).....	Lbs.				
	Tube and Pipe.....	Lbs.				
	Total Brass Mill Products (Items to ..)					
	Wire-Mill Products (Wire and Cable for electric conduction, including copper content of insulated wire and cable).....	Lbs.				
	Foundry Products (castings).....	Lbs.				

(Tentative, subject to change before official release)

UNITED STATES OF AMERICA

WAR PRODUCTION BOARD

PLANT REPORT ON INVENTORIES OF CRITICAL MATERIALS—ALUMINUM AND MAGNESIUM PRODUCTS

NAME AND ADDRESS OF COMPANY.....

NAME AND ADDRESS OF PLANT TO WHICH THIS REPORT APPLIES.....

Item No.	Description of Material (1)	Unit of Measure (2)	Used Previous Quarter (3)	Inventory as of End of Previous Quarter			
				Total (4)	Usable		Non-usable (7)
					In Production During Next Days (5)	Other (6)	
	ALUMINUM:						
	Bar and rod:	Lbs.					
	$\frac{3}{8}$ "- $\frac{1}{2}$ " inclusive.....	Lbs.					
	Over $\frac{1}{2}$ "- $\frac{13}{16}$ " inclusive.....	Lbs.					
	Over $\frac{13}{16}$ "-3" inclusive.....	Lbs.					
	Over 3".....	Lbs.					
	Wire.....	Lbs.					
	Cable (electrical transmission only).....	Lbs.					
	Forging and pressing (before machining).....	Lbs.					
	Castings (before machining).....	Lbs.					
	From high grade ingot.....	Lbs.					
	From other than high grade ingot.....	Lbs.					
	Rolled structural shapes.....	Lbs.					
	Extracted shapes.....	Lbs.					
	28, 38, 58S, and 61S alloys.....	Lbs.					
	All alloys except 28, 38, 58S, and 61S.....	Lbs.					
	Sheet, strip and plate—excluding stock for foil, impact extrusions, and forgings.....	Lbs.					
	28 and 38 alloys.....	Lbs.					
	Alloys other than 28 and 38.....	Lbs.					
	Tubing.....	Lbs.					
	28 and 38 alloys.....	Lbs.					
	Alloys other than 28 and 38.....	Lbs.					
	Powder.....	Lbs.					
	Foil (.009" and thinner).....	Lbs.					
	Impact extrusions.....	Lbs.					
	Rivets.....	Lbs.					
	Ingot.....	Lbs.					
	High grade.....	Lbs.					
	Low grade.....	Lbs.					
	Total Aluminum Products (items to).						
	MAGNESIUM:						
	Bar and rod, excluding forging stock and extruded stock.....	Lbs.					
	Forgings, before machining.....	Lbs.					
	Sand castings, heat treated, before machining.....	Lbs.					
	Sand castings, not heat treated, before machining.....	Lbs.					
	Permanent and semi-permanent mold castings, heat treated, before machining.....	Lbs.					
	Permanent and semi-permanent mold castings, not heat treated, before machining.....	Lbs.					
	Die castings, before machining.....	Lbs.					
	Ingot and extruded stick, excluding requirements for ingot (for magnesium bar and rod; castings; extrusions; sheet, strip, and plate; and powder).....	Lbs.					
	Shapes, extruded, except bar and rod, pipe and tube, and extruded stick.....	Lbs.					
	Sheet, strip, plate.....	Lbs.					
	Pipe and tube.....	Lbs.					
	Powder.....	Lbs.					
	Total Magnesium Products (items to).						

(Tentative, subject to change before official release)

UNITED STATES OF AMERICA

WAR PRODUCTION BOARD

PLANT REPORT ON INVENTORIES OF CRITICAL MATERIALS—OTHER CRITICAL MATERIALS

NAME AND ADDRESS OF COMPANY.....

NAME AND ADDRESS OF PLANT TO WHICH THIS REPORT APPLIES.....

Item No.	Description of Material (1)	Unit of Measure (2)	Used Previous Quarter (3)	Inventory as of End of Previous Quarter			
				Total (4)	Usable		Non-usable (7)
					In Production During Next Days (5)	Other (6)	
	Beryllium.....	Lbs.					
	Cadmium.....	Lbs.					
	Cobalt—other than in steel.....	Lbs.					
	Cordage Fibers:						
	Manila.....	Lbs.					
	Sisal.....	Lbs.					
	Jute.....	Lbs.					
	Lisle.....	Lbs.					
	Mercury.....	Lbs.					
	Mica.....	Lbs.					
	Monel—natural.....	Lbs.					
	Nickel—other than in steel.....	Lbs.					
	Nylon.....	Lbs.					
	Rayon—high tenacity.....	Lbs.					
	Rubber:						
	Crude.....	Lbs.					
	Liquid Latex.....	Lbs.					
	Reclaimed.....	Lbs.					
	Synthetic.....	Lbs.					
	Tin.....	Lbs.					
	Tungsten—other than in steel.....	Lbs.					
	Zinc.....	Lbs.					
	High grade.....	Lbs.					
	Brass special, selected, and prime western.....	Lbs.					

(Tentative, subject to change before official release)

Form	Bureau of the Budget No.
UNITED STATES OF AMERICA	Approval Expires
WAR PRODUCTION BOARD	Month Covered by Report
PRODUCER'S REPORT OF SHIPMENTS AND UNFULFILLED ORDERS	Name of Product
INSTRUCTIONS: Producers must forward this Report monthly not later than the of the month following the month covered by the report.	Production Directive for Month: (Tons)

Name and Address of Producer

Program Number Groups by Agency	Shipment During Month (Tons)	Unfilled Orders Scheduled for Shipment During Preceding Months (Tons)
W		
1-50 Inclusive		
51-100 Inclusive		
101-200 Inclusive		
Etc.		
N		
1-50 Inclusive		
51-100 Inclusive		
101-200 Inclusive		
Etc.		
M		
L		
E		
C		
A		
F		

The undersigned certifies that the information contained in this report is correct and complete to the best of his knowledge and belief.

Name of Company	Signature of Authorized Official
Date	Title

Section 35 (A) of the United States Criminal Code 18 U. S. C. Sec. 80, makes it a criminal offense to make a willfully false statement or representation to any Department or Agency of the United States as to any matter within its jurisdiction.

MSA 26041

**END OF
TITLE**